



INDIA LEASE DEVELOPMENT LIMITED

Corporate Identity Number : L74899DL1984PLC019218

Regd Office : MGF House, 4/17-B, Asaf Ali Road, New Delhi – 110002

Phones: 41520070 Fax : 41503479

Website : www.indialease.com E-mail : info@indialease.com

GSTIN : 07AAACI0149R1ZB

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS HELD ON WEDNESDAY, THE DECEMBER 04, 2024

Regulatory Framework

In terms of Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Entity shall familiarise Independent Directors with Company's business model, nature of industry, governance philosophy, practices, procedures, systems, their roles, rights, responsibilities etc. As per Schedule IV of the Companies Act, 2013, Independent Directors shall undertake appropriate induction and regularly update & refresh their skills, knowledge and familiarity with the Company.

As per Regulation 46(2)(i) of Listing Regulations, the Listed Entity shall disclose the details on the website of the Company regarding familiarization programs imparted to independent directors including the following areas.

- i) Number of programs attended by independent directors (during the year and on a cumulative basis till date)
- ii) Number of hours spent by independent directors in such programs (during the year and on a cumulative basis till date) and
- iii) Other relevant details.

Purpose

Presence of Independent Director on the Board leads to greater transparency and better corporate governance practices in Entity's dealings. Format on boarding/refresher programs for new and existing independent directors would be helpful in discharging their duties efficiently and effectively. Accordingly, the Entity has conducted a Familiarisation Programme for the Independent Directors covering the following areas:

- Areas in which the Entity operates;
- Corporate Governance Philosophy of the Entity;
- Policies, standards, procedures, code of conduct etc. adopted by the Company;
- Roles, functions and duties of the Directors; and
- Changes and other developments in applicable regulatory framework

Independent Directors are provided with applicable documents, reports and internal policies to enable them to familiarize with the Company's procedures and practices.

Periodic presentations are made at the Board and Board Committee Meetings, on business and performance updates of the Entity, business strategy and risks involved. Quarterly updates on relevant statutory changes and landmark judicial pronouncements encompassing important laws are regularly circulated to the Directors.

Each director of the Company has complete access to any information relating to the Company. They are given relevant documents for enabling them to have a good insight of the Company's operations. Further, they meet without the presence of the Company's management to discuss matters pertaining to the Company's affairs and put forth their combined views to the Chairman of the Board.



INDIA LEASE DEVELOPMENT LIMITED

Corporate Identity Number : L74899DL1984PLC019218

Regd Office : MGF House, 4/17-B, Asaf Ali Road, New Delhi – 110002

Phones: 41520070 Fax : 41503479

Website : www.indialease.com E-mail : info@indialease.com

GSTIN : 07AAACI0149R1ZB

During the financial year 2023-24 and 2024-2025 the Independent Directors were apprised that the Company has appointed two new Independent Directors namely Shri Dinesh Agnani and Mrs. Leena Tuteja respectively on February 09, 2024 and September 17, 2024. Shri Sharad Aggarwal resigned as an Independent Director on March 26, 2024 due to his pre-occupation and other personal commitments and Shri Arun Mitter completed his second and final term as Independent Director on September 17, 2024. Shri Rohit Madan briefed that Shri Arun Mitter has been appointed as Chief Operating Officer of the Company as decided by the Board.

Induction programmes were organised for the new Independent Directors including personal meetings with the key executives of the Company, Internal Auditors and the Statutory Auditors. Independent Directors on induction were given a copy of the Annual Report for the last three years, Code of Conduct, Insider trading Code, details about the Company, Memorandum & Articles of Association and Financial results for the last one year. In the continual Familiarization Programme the Board Members were regularly updated regarding Key Development in the Company and of any regulatory amendment applicable to the Company. Shri Dinesh Agnani, Shri Karun Pratap Hoon and Mrs. Leena Tuteja, Independent Directors attended the programme. Shri Rohit Madan, briefed the Independent Directors about the latest changes in the SEBI (LODR) Regulations and RBI Scale Based Regulations, 2023. The earlier programme in this regard was held on March 20, 2024. Independent Directors look into & assess the quality, quantity, and timeliness of the flow of information between the company's management and the Board to ensure that they are performing their duty effectively and reasonably.

A detailed strategic business opportunity with the risk factors involved for 2024-25 of the Company was also presented and discussed with all the Board members and their feedback and inputs were taken and implemented. Such discussions on business plans provides Directors (including Independent Directors) a deep understanding on the environment in which the Company operates, industry scenario, challenges and opportunities, competition, Company's thought process, major initiatives and risks involved such as internal risk, external risk, industrial risk and cyber risk and financial and statutory updates are regularly presented to the Directors in the quarterly Board Meetings.

Shri Dinesh Agnani on behalf of his colleagues thanked the other members of the Company.

It was informed that details of Familiarization Programmes for Independent Directors is available on the Company's website www.indialease.com.

FAMILIARISATION PROGRAMMES ORGANISED BY THE COMPANY DURING THE FINANCIAL YEAR 2024-25.

Particulars	During the Financial Year 2024-2025	Cumulative from April 01, 2016
Number of familiarization programs organized by the Company	1	10
Time spent by the independent directors in such programs in the aggregate	1 Hours	19 Hours



INDIA LEASE DEVELOPMENT LIMITED

CIN : L74899DL1984PLC019218

Regd Office : MGF HOUSE, 4/17-B, ASAF ALI ROAD, NEW DELHI – 110002

Phones: 41519433, 41520070 Fax : 011- 41503479

Website : www.indialease.com E-mail : info@indialease.com

Familiarization Programme for Independent Directors

In terms of Regulations 25(7) of the SEBI Listing Obligation and Disclosure Requirements Regulations, 2015, the Company shall periodically familiarize the Independent Directors with the Company, nature of the industry in which the Company operates, business model of the Company, their role, responsibilities in the Company, rights etc., through various programmes.

Purpose

The Familiarization programme are aimed to familiarize the independent Directors with the company, their roles, responsibilities in the company, nature of industry in which the company operates and business model of the company by imparting suitable training sessions.

Objectives

Whenever a new Independent Director is introduced on the Board of the Company, a meeting is arranged with the Chairperson, Directors, Chief Financial Officer to discuss the functioning of the Board and the nature of the operation of the Company's business activities.

New Independent Directors are provided with copy of Memorandum and Article of Association, latest Annual Report, the Code of Conduct of the Company.

Familiarization Programme

The Directors get an opportunity to visit Company officers prior to the Board Meetings. Agenda containing statutory compliance report, reports on action points, formation of Company Policies are circulated. On quarterly basis presentations on operational and financial performance of the Company are made to the Board including information on business performance, operation, financial parameters, working capital management, fund flows etc.

All Material Information/updates of the Company to the Stock Exchange are updated with Directors for their information and records.

Review and Revision:

The familiarization process will be revised from time to time in order to provide more information to Independent and Non-Executive Directors to enable them to contribute significantly to the growth of the Company.





INDIA LEASE DEVELOPMENT LIMITED

Corporate Identity Number : L74899DL1984PLC019218

Regd. Office : MGF HOUSE 4/17-B, ASAF ALI ROAD, NEW DELHI-110002

Phones : 41519433, 41520070 Fax : 41503479

website : www.indialease.com E-mail : info@indialease.com

GSTIN : 07AAAC10149R1ZB

Familiarization Programme for Independent Directors of the company

1. OBJECTIVE

The Independent Directors have lot of responsibilities under the Companies Act, 2013, and the Listing/SEBI(LODR) Regulations, 2015. There is a need to familiarize them with the company's business, ethics, standards, its working and applicable laws.

ILD is engaged in the business of equipment leasing and hire purchase. The Management and the Key Managerial Personnel keeps on providing the requisite information to Independent Directors from time to time to enable them to take a sound decision.

In terms of Listing Regulations and the Companies Act, 2013, the company is required to familiarize its Independent Directors, defining their roles, rights, expectations, responsibilities in the company, nature of the business in which the company operates, business model of the company, etc by organizing various programme in this regard.

Further, in terms of Schedule IV of the Companies Act, 2013, the Independent Directors are required to keep themselves abreast of the regulatory provisions and the knowledge, skill and expertise required to be an Independent Director.

2. FAMILIARIZATION FRAMEWORK FOR INDEPENDENT DIRECTORS:

The Company through its Manager/Senior Managerial Personnel conduct programme / presentation, as and when a new Independent Director comes on the Board of the company from time to time.

Such programs/presentations provide an opportunity to the Independent Directors to interact with the Senior Management team of the company and help them to understand the vision of the company, company's strategy, business model, operations, service and organization structure, finance, human resources, technology, quality, facilities, risk management and such other areas as may arise from time to time.

The programs/ presentations is such that it provides brief to the new inductee about his roles, duties and responsibilities. The company may on a regular basis and to provide specific regulatory/statutory updates in Company Law and Listing Agreement from time to time to Independent Directors so as keep them abreast on these regulations.

Whenever Independent Directors desire to meet with any of the Business Heads or Members of Senior Management Team, the same also would be facilitated.

Meetings would also be scheduled at Registered Office, which would provide Independent Directors a firsthand exposure of the business.

Management or their representative heads will provide any clarification or suggestions, as may be asked by the Independent Director to take a sound decision.





INDIA LEASE DEVELOPMENT LIMITED

Corporate Identity Number : L74899DL1984PLC019218

Regd. Office : MGF HOUSE 4/17-B, ASAF ALI ROAD, NEW DELHI-110002

Phones : 41519433, 41520070 Fax : 41503479

website : www.indialease.com E-mail : info@indialease.com

GSTIN : 07AAAC10149R1ZB

3. DISCLOSURE OF THE POLICY

The company shall comply with such disclosure requirements to this Programme as may be stipulated under applicable regulatory requirements.

4. REVIEW OF THE PROGRAM

The Board will review this program and make revisions as may be required, subject to any regulatory changes or recommendation of the Management or the Committee authorized to do so. This policy in future shall be improved and amended based on best practices evolving in the industry. This policy can be modified at any time by the Board or such other Committee on the basis of regulatory changes.





INDIA LEASE DEVELOPMENT LIMITED

Corporate Identity Number : L74899DL1984PLC019218

Regd Office : MGF House, 4/17-B, Asaf Ali Road, New Delhi – 110002

Phones: 41519433, 41520070 Fax : 41503479

Website : www.indialease.com E-mail : info@indialease.com

GSTIN : 07AAACI0149R1ZB

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

In terms of Regulation 25(7) of SEBI (LODR) Regulations, 2015, as amended, the company arranged & conducted the Familiarization Programme for their Independent Directors about their role, rights, responsibilities in the company, nature of work in which the company operates, the business model of the company, etc. The familiarization program is available on the company's website.

The management arranged a session by M/s Jagdish Chand & Co, Chartered Accountants. All the Directors including Independent Directors attended the session. It was carried out under the guidance of Mr. Praveen Jain / Mr. Pawan Kumar, Chartered Accountant, partners of the firm who highlighted the provisions with respect to Directors changing roles & responsibilities under the Companies Act, 2013 and the revised SEBI (LODR) Regulations, which was effective from 2015. Mr. Rohit Madan, Company Secretary updated all the Directors on the company's performance. It was a lively session and there was an exchange of questions/ answers which was finally replied to by the Chairman.

Mr. Praveen Jain, highlighted the budget for 2021-22 and also explained the various requirements of the Director's responsibility with an emphasis on Internal Financial Control, Audit Committee responsibility, the vigil mechanism, mechanism of whistle-blower and overview of changes in Accounting and Auditing relating provisions.

The meeting held on August 26, 2021 was attended by Sh. Arun Mitter, Shri Sharad Aggarwal, and Sh. Karun Pratap Hoon, Independent Directors.



INDIA LEASE DEVELOPMENT LIMITED

Corporate Identity Number : L74899DL1984PLC019218

Regd Office : MGF House, 4/17-B, Asaf Ali Road, New Delhi – 110002

Phones: 41519433, 41520070 Fax : 41503479

Website : www.indialease.com E-mail : info@indialease.com

GSTIN : 07AAACI0149R1ZB

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS HELD ON MONDAY THE MARCH 20, 2023

[Pursuant to Regulations 25 and 46 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015]

As per Regulation 25(7) of the SEBI (Listing Regulations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), the Listed Entity shall familiarize the independent directors through various programs about the listed entity, including the following:

- (a) Nature of the industry in which the listed entity operates
- (b) Business model of the listed entity
- (c) Roles, rights, and responsibilities of independent directors, and
- (d) Any other relevant information.

As per Regulation 46(2)(i) of Listing Regulations, the Listed Entity shall disclose the details, on the website of the Company, of familiarization programs imparted to independent directors including the following details.

- i) Number of programs attended by independent directors (during the year and on a cumulative basis till date)
- ii) Number of hours spent by independent directors in such programs (during the year and on a cumulative basis till date) and
- iii) Other relevant details.

In compliance with Regulation 25(7) of SEBI Listing Regulations, 2015 & Schedule IV of the Companies Act, 2013, in the continuity of the company's policy carried out the Familiarization Programme for the Independent Directors so as to keep them updated with the company's performance & also apprise them of any new activity which the company may have taken. Mr. Arun Mitter, chaired the meeting. Mr. Sharad Aggarwal and Mr. Karun Pratap Hoon through video conferencing also attended the meeting. The earlier meeting in this regard was held on August 26, 2021. Independent Directors felt their presence to look into & assess the quality, quantity, and timeliness of the flow of information between the company's management and the Board to ensure that they are performing their duty effectively and reasonably.

Mr. Praveen Kumar Jain, Senior Partner, M/s Jagdish Chand & Company, Statutory Auditors joined the meeting along with his partner, Mr. Pawan Kumar, to highlight the budget which was recently announced in the Parliament by the Learned Finance Minister, Madam Nirmala Sitaraman. It was explained by Mr. Praveen Jain that this is a growth-oriented budget with its emphasis basically centered on creating employment & steps towards digitalization. Many amendments both direct and indirect taxes were introduced and Finance Minister is hopeful that this will usher in more confidence in industrialization. Mr. Arun Mitter, Chairman of the Meeting on behalf of his colleagues thanks Mr. Praveen Jain who vividly explained the intricacies of the budget announced recently.

The code of conduct and obligations including PIT Regulations were fully explained.





INDIA LEASE DEVELOPMENT LIMITED

Corporate Identity Number : L74899DL1984PLC019218

Regd Office : MGF House, 4/17-B, Asaf Ali Road, New Delhi – 110002

Phones: 41519433, 41520070 Fax : 41503479

Website : www.indialease.com E-mail : info@indialease.com

GSTIN : 07AAACI0149R1ZB

Independent Directors were briefed and explained regarding the new compliances undertaken by our RTA pertaining to correspondence for the KYC of the shareholders and to ensure that more and more physical shareholders get the shares transferred through their respective depository in their Demat account.

Mr. Arun Mitter, on behalf of the Chairman & Mr. Rohit Madan, Manager, Company Secretary & CFO familiarized the Independent Directors with the strategy, operation & function of the company.

Independent Directors were also updated about the regulatory changes impacting the company and its functioning & the roles & responsibilities of the members.

Familiarisation Programme for Independent Directors and as explained above shall be uploaded on the company's website www.indialease.com.

FAMILIARISATION PROGRAMMES ORGANISED BY THE COMPANY DURING THE FINANCIAL YEAR 2022-23 AND CUMULATIVE FROM 1ST APRIL 2016 UPTO MARCH 31, 2023.

Particulars	During the Financial Year 2022-2023	Cumulative from April 01, 2016
Number of familiarization programs organized by the Company	1	8
Time spent by the independent directors in such programs in the aggregate	3 Hours	16 Hours





INDIA LEASE DEVELOPMENT LIMITED

Corporate Identity Number : L74899DL1984PLC019218

Regd Office : MGF House, 4/17-B, Asaf Ali Road, New Delhi – 110002

Phones: 41520070 Fax : 41503479

Website : www.indialease.com E-mail : info@indialease.com

GSTIN : 07AAACI0149R1ZB

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS HELD ON WEDNESDAY, THE MARCH 20, 2024

Regulatory Framework

In terms of Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company shall familiarise Independent Directors with Company's business model, nature of industry, governance philosophy, practices, procedures, systems, their roles, rights, responsibilities etc. As per Schedule IV of the Companies Act, 2013, Independent Directors shall undertake appropriate induction and regularly update & refresh their skills, knowledge and familiarity with the Company.

As per Regulation 46(2)(i) of Listing Regulations, the Listed Entity shall disclose the details on the website of the Company regarding familiarization programs imparted to independent directors including the following areas.

- i) Number of programs attended by independent directors (during the year and on a cumulative basis till date)
- ii) Number of hours spent by independent directors in such programs (during the year and on a cumulative basis till date) and
- iii) Other relevant details.

Purpose

Presence of independent director on the Board leads to greater transparency and better corporate governance practices in Company's dealings. Formal on boarding/refresher programs for new and existing independent directors would be helpful in discharging their duties efficiently and effectively. Accordingly, the Company has conducted a Familiarisation Programme for the Independent Directors covering the following areas:

- Nature of the industry in which the Company operates;
- Corporate Governance Philosophy of the Company;
- Policies, standards, procedures, code of conduct etc. adopted by the Company;
- Roles, functions and duties of the Directors; and
- Changes and other developments in applicable regulatory framework



INDIA LEASE DEVELOPMENT LIMITED

Corporate Identity Number : L74899DL1984PLC019218

Regd Office : MGF House, 4/17-B, Asaf Ali Road, New Delhi – 110002

Phones: 41520070 Fax : 41503479

Website : www.indialease.com E-mail : info@indialease.com

GSTIN : 07AAACI0149R1ZB

Sh. Arun Mitter, along with Sh. Sharad Aggarwal, Sh. Dinesh Agnani and Sh. Karun Pratap Hoon also attended the programme. Sh. Praveen Jain, Senior Partner, Statutory Auditor along with his other partners, briefed the directors about the latest changes in the GST. The earlier programme in this regard was held on March 20, 2023. Independent Directors look into & assess the quality, quantity, and timeliness of the flow of information between the company's management and the Board to ensure that they are performing their duty effectively and reasonably.

Sh. Praveen Jain also discussed about the digitalization transformation. He apprised the benefit of digitalization which included cost cutting and customer's satisfaction.

Independent Directors were again briefed and explained regarding the new Smart ODR Portal. The Smart ODR portal is designed to facilitate dispute resolution by connecting investors with online dispute resolution institutions. The Smart ODR portal, mandated by market regulator SEBI, is aimed at streamlining the dispute resolution process in the Indian securities market. Independent Directors were also updated about the regulatory changes impacting the company and its functioning & the roles & responsibilities of the members.

FAMILIARISATION PROGRAMMES ORGANISED BY THE COMPANY ON CUMULATIVE BASIS & DURING THE FINANCIAL YEAR 2023-24.

Name of Director	Number of familiarization programs organized by the Company		Time spent by the independent directors in such programs in the aggregate	
	During the Financial Year 2023-2024	On Cumulative Basis	During the Financial Year 2023-2024	On Cumulative Basis
Shri Arun Mitter	1	9	2	18
Shri Sharad Aggarwal	1	9	2	18
Shri Karun Pratap Hoon	1	5	2	11
Shri Dinesh Agnani*	1	1	2	2

* Appointed as Independent Director w.e.f. February 09, 2024